



## Civil Air Patrol, Delaware Wing Training Document TD-006: Form 5 / Form 91 Procedures



### Overview

In order to standardize the process for obtaining a Form 5 or Form 91 check ride, the DEWg Stan/Eval Officer (A3V) has published the following procedure to be followed.

### Initial Verification – Squadron Level

A pilot needing an F5 or F91 check ride must first have all paperwork and training vetted by the squadron commander. It is the Squadron Commander's responsibility to ensure that the pilot has met all requirements for proceeding to request an F5 or F91 flight.

### Flight Scheduling

Once the Squadron Commander is satisfied that the pilot has met all minimum requirements, the pilot can contact a check pilot to schedule the required flight. If the pilot is unable to contact a check pilot, the next point of contact would be the DEWg Stan/Eval Officer (A3V), who will assist in scheduling the check flight. It is the responsibility of the A3V to ensure that the pilot is able to locate and schedule a check ride with an appropriate pilot in a timely manner.

If the pilot is not able to make contact with a check pilot or the A3V in a timely manner, the pilot must follow the chain of command to resolve the situation and obtain a check ride. The proper chain of command for this process is:

1. Check pilot of choice
2. Wing Stan/Eval Officer (A3V) – Maj Duane Conrad
3. Wing Chief, Air Operations (A3O) – Capt Steve Cannon
4. Wing DCS, Operations (A3) – Capt Sean McClanahan
5. Wing Chief of Staff (CS) – Lt Col Bob Mooney
6. Wing Commander (CC) – Col Mike Moyer

More information regarding the F5 and F91 check process can be found on the DEWg website at:

<http://www.dewg.cap.gov/wing-staff-directorates/operations/stan-eval>